

## **Advantage Aviation Inc.**

1903 Embarcadero Road Palo Alto, CA 94303

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www.advantage-aviation.com



## **By-Laws and General Rules**

### **By-Laws:**

#### **Article I - Name**

The name of this association shall be Advantage Aviation Inc.

#### **Article II - Objective and Purpose**

The objective and purpose shall be the continued promotion of the highest quality flight training in the finest aircraft in furtherance of interest in aviation.

#### **Article III - Meetings**

Meetings shall be called by the Director if necessary.

#### **Article IV - Administration**

Club organization, promotion, and administration shall be controlled by the Director. Help may be employed by the Director as necessary.

#### **Article V- Membership**

1. Applicants for membership must complete and sign an application. This must be submitted along with the appropriate application fee which is non-refundable. Upon acceptance for membership, and payment of the required monthly dues, the applicant becomes a member in good standing.
2. Monthly dues shall be paid the first of each month by our 'auto charge to credit card on file on the 1<sup>st</sup> of each month' policy, or a check issued and received by the club no later than the 4<sup>th</sup> of the month. If payment is not received via check by the 5<sup>th</sup> day of the month, the credit card on file will be charged.

3. Members may withdraw from the Club at any time by notifying the Director or Accounting Manager in writing.
4. Members who have withdrawn in good standing may rejoin on a space available basis by paying the appropriate membership fee, subject to the Director's approval.
5. The Director may limit the acceptance of new members at any time.
6. Members may have their membership terminated by the Director or Chief pilot at any time.
7. Members are responsible for cancelling all scheduled flights within 24 hours of the reservation. If no cancellation has been made by 45 mins. after the flights original departure time, it will automatically cancel and a \$25.00 fee will be charged to the member for the 2<sup>nd</sup> no show, and \$50.00 for any additional now shows.
8. Fees for flight time and flight instruction are payable after each flight. Aircraft flight time is to be paid to the Club. Instruction fees are to be paid to the instructor directly. All members must maintain an active credit card on file and agree that it can be charged for any after-hours flights or unpaid balances. Otherwise, pilots must maintain an account balance of \$500.
9. All bills are payable upon receipt. Overdue amounts are subject to 2% interest charge per month. Accounts more than 30 days overdue may result in suspension of flying privileges until the account is paid in full.

#### Article VI - Insurance and Club policy

Advantage Aviation Inc.'s insurance policy reads as such:

Limits of insurance for bodily injury and property damage liability coverage

OCCURRENCE LIMIT \$2,000,000.00

Sub limit per person bodily injury \$250,000.00

Limits of insurance for medical payments coverage

Each Person Limit \$3,000.00

Each Occurrence limit \$18,000.00

Deductible : SE: \$3,000/loss  
: ME: \$5,000/ loss

Liability and property damage insurance shall be carried at all times by the club for members and aircraft. This insurance however, cannot, and does not cover all charges for damages. Members causing damages not covered by insurance shall be responsible therefore. Members are responsible for insurance deductibles. Members causing damage are responsible for all costs up to and including \$3000 irrespective of insurance coverage except for an incident / accident resulting from fuel starvation due to pilot negligence or misjudgment in which case member is responsible for all costs up to and including \$5000 irrespective of insurance coverage.

## GENERAL RULES

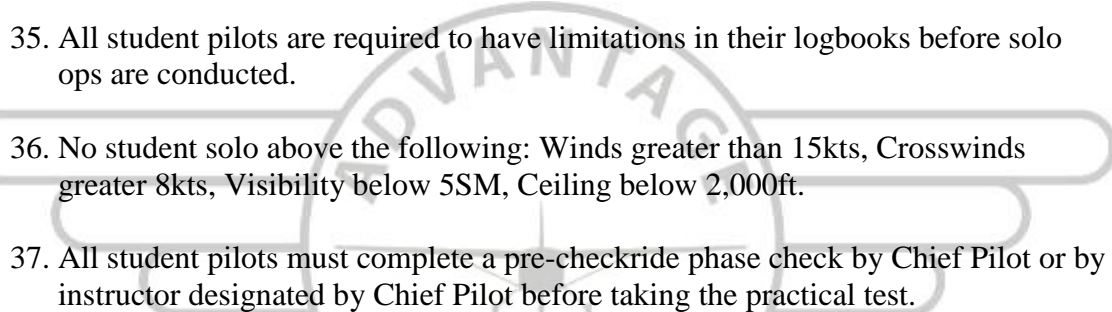
1. Members shall observe all federal, state, local, and Advantage Aviation Inc. rules.
2. Only Club authorized instructors may instruct in Club aircraft.
3. Only Club instructors may conduct emergency procedure practice. Only Club MEI's may conduct single-engine practice in multi-engine aircraft.
4. Only Club members may manipulate the controls and act as pilot-in-command of club aircraft.
5. Members may not take any Club aircraft unless they have received a checkout specific to that aircraft from a Club instructor. In addition, the member's records on file must be signed by a Club instructor for each type of Club aircraft that he/she is authorized to fly.
6. Unless prior approval is obtained from the Chief Pilot, the pilot-in-command shall fly in the left seat only.
7. Any malfunction, trouble, or damage MUST be listed on the squawk sheet and reported immediately to the dispatcher, Assistant Chief Pilot, Chief Pilot or Director.
8. Unless authorized by the Director, no landings on dirt, gravel, grass, unapproved, or private runways.
9. Careless procedures or abuse to aircraft beyond normal wear and tear is chargeable to the Club member responsible.
10. Only Club management may authorize maintenance on Club aircraft. Members may charge fuel and oil costs. Credit to members' accounts will be given for all original fuel and oil receipts, but must be received within 30 days of flight to insure proper credit. Receipts received after that time, are subject to management approval prior to credit being issued. To insure reimbursement, members should contact the Club for authorization and instructions concerning any mechanical problems that may occur away from Palo Alto airport.
11. Touching the propellers is limited to preflight inspection and straightening props to horizontal after flight. Before touching any prop check that the mags and master switch are off, with the keys in sight. "Treat all props as hot!" No hand propping to start aircraft unless authorized to do so by the director.
12. Members will be charged for battery recharge and other costs resulting from them leaving the airplane master switch on after flight.

13. Aircraft must be returned on time. Aircraft are to be tied down properly or chocked correctly, all litter removed, control locks installed, seat belts neatly stowed and covers or windshield screens replaced after each flight.
14. Aircraft taxi speed should be kept low at all times. Taxi speed in club area will be no greater than walking pace. The nose wheel shall be kept on the centerline of the taxiway until engine is shut down and aircraft are to be pushed into tie down spots.
15. Swinging of aircraft into parking spaces or taxing over tie down spots and ropes is prohibited, and will result in suspension or termination of club privileges.
16. All flight time and account numbers must be logged legibly in the aircraft's tach books.
17. A destination must be given to the dispatcher when scheduling any cross-country flight. In addition, any flight in excess of 2 days requires a complete flight itinerary to be filed with the Club.
18. No members or instructor may take club aircraft for longer than 5 days without approval from Chief Pilot or Director.
19. No member or instructor may take club aircraft out of state unless approval has been given by Chief Pilot or Director.
20. Unless prior arrangements have been made with the Director, members will be required to pay for a minimum of 2 flight hours per 24-hour period that the aircraft is scheduled. Example: A member taking an aircraft on Friday evening, returning it Sunday evening, you will be charged 4 hours flight time or the actual flight time flown, whichever is greater.
21. Members may be charged for habitual tardiness or failure to show for scheduled appointments.
22. Scheduled aircraft should be canceled immediately if the flight cannot be made. This can be done in person or by phone 24 hours a day. At least 1 hour's notice is requested for short flights and 24 hours for aircraft scheduled for longer than 4 hours. Aircraft may be re-dispatched after 30 minutes if unclaimed by original member.
23. A minimum of 3 takeoffs and landings in any Club aircraft every 90 days (60 days for tail wheel and Mooney) or an Advantage Aviation instructor's endorsement is required to maintain currency in the Club. If this is not accomplished within the given time, it must be accomplished with a Club instructor before acting as pilot-in-command in any Club aircraft.

- 24. All members and instructors are to check aircraft after flight for pen marks on aircraft seats.
- 25. All aircraft windscreens will only be cleaned with Plexis or Prist spray and wiped with Dupont window wipes. All available at front desk. Do not use paper towels or oily rags these scratch the windscreens.
- 26. Animals are allowed in aircraft but only when in kennels, crates, or cages.
- 27. All members must complete a phase check prior to taking any practical test.
- 28. No member or instructor may attach any device to an aircraft's exterior or interior without prior permission of the Assistant Chief Pilot, Chief Pilot or Director. (i.e. GPS receivers, Video cameras, Tablets, etc...)



## STUDENT PILOTS

29. All student pilots must complete a pre-solo phase check by Chief Pilot or by instructor designated by Chief Pilot before second solo operation conducted.
  30. No student solo touch and goes are permitted on runways less than 3000 ft long.
  31. No student solo flight allowed after sunset or before sunrise or outside of club hours unless, their instructor is present at the Club, and authorizes the flight.
  32. Student pilots must notify their CFI before any solo operation.
  33. Student pilots must check in with a Club CFI with a solo limitation card and or logbook before solo ops are conducted.
  34. No student is allowed to fly solo in Bravo airspace.
  35. All student pilots are required to have limitations in their logbooks before solo ops are conducted.
  36. No student solo above the following: Winds greater than 15kts, Crosswinds greater 8kts, Visibility below 5SM, Ceiling below 2,000ft.
  37. All student pilots must complete a pre-checkride phase check by Chief Pilot or by instructor designated by Chief Pilot before taking the practical test.
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## MOUNTAIN FLYING REQUIRMENTS

- 38. Mountain flying checkout requires minimum of private pilot license and 100 hours of PIC time.
- 39. Instructors may not perform mountain checkouts unless Chief Pilot or Director has approved them.
- 40. A member must be given a mountain checkout from an authorized Club instructor prior to landing at any airports higher than 3,500ft density altitude. Any cross-country flight into mountainous terrain above 6,000ft MSL will also require a mountain checkout regardless of landing. The member, from then on, may only exercise his or her mountain flying privileges in Club aircraft of equal or greater horsepower of the one used for the member's mountain checkout.
- 41. Aircraft 200hp or less may not land at any airport with a density altitude greater than 3,500ft.
- 42. Mountain flying at night is prohibited in club aircraft without the Chief pilot or Director's approval.
- 43. Mountain flying and or instrument approaches in IMC are prohibited in club aircraft without the Chief Pilot or Director's approval.
- 44. Members must check with Chief Pilot or Director before any trip involving flight above mountainous terrain or landings at mountain airports.

## INSTRUMENT FLIGHT

- 45. Members and instructors are not permitted to take club aircraft out in weather minimums below the departure airports IAP.

## FLIGHT INSTRUCTORS

- 46. Only Club authorized instructors may instruct in Club aircraft. Instructors must obtain an instructor checkout from the Chief Pilot, or Assistant Chief Pilot at the Chief Pilot's sole option, and obtain permission from the Chief Pilot to instruct in each specific make and model of aircraft.
- 47. Instructors wishing to teach at Advantage Aviation, must meet with the Chief Pilot for indoctrination before beginning instruction.



(Requires Phase-Check before checkout complete)  
**CLUB AIRCRAFT CHECKOUT REQUIREMENTS**

**SINGLE ENGINE:**

1. Fixed gear  $\leq$  200 HP, checkout with club CFI / 90 day currency
2. Fixed gear  $\geq$  200 HP, minimum 5 hour checkout if  $\leq$  10 hour make and model
3. Retractable gear  $\leq$  201 HP, Minimum 150 hours TT  
Less than 20 hours retractable, minimum 5-hour checkout in type  
20 hours or more retractable, checkout in type
4. Retractable gear  $\geq$  201 HP, Minimum 250 hours TT  
Less than 30 hours retractable, minimum 5-hour checkout in type  
30 hours or more retractable, checkout in type
5. Turbocharged aircraft, 300 hours TT, an instrument rating and minimum 5 hour checkout if  $\leq$  10 hour turbocharged time – 90 day currency. (Requires Phase-Check before checkout complete)
6. Cessna T206H, 300TT, an Instrument rating and 5 hour make and model, previous turbo time – 90-day currency.
7. Mooney, 500TT, Instrument rating and 10 hour make and model – 60-day currency, 6-month recurrent training. (Requires Phase-Check before checkout complete)

**MULTI ENGINE:**

1. 25 hours of dual training obtained at Advantage Aviation  
Minimum 500 hours TT  
Minimum commercial / multi / instrument checkout  
Checkout in type
2. Training obtained other than at Advantage Aviation  
Minimum 750 hours TT and 50 hours multi-engine  
Less than 5 hours in type, minimum 5 hours  
5 hours or more in type, checkout in type



## Mountain Checkout Instructors

Amos Arbel

Byron Bly

Andrew Dilworth

Mark Erwin

Andy Geosits

Chuck Hellweg

Jeff Katz

Libor Kovarcik

Andy Mc Mahon

Martin Michaud

Steve Philipson

Mike Shiflett

Rimas Viselga

The undersigned hereby agrees to the terms and conditions of membership in Advantage Aviation Inc. (the "Club") set forth in the above bylaws.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_